

## Russian River Tributaries- Informational Order

### EXAMPLE: CONTRACT WATER SUPPLY

#### Russian River Tributaries Emergency Regulation Informational Order

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- Please fill out and submit a separate web form below for **each** water source (i.e., surface water diversion, groundwater diversion, or water supplied by an entity to the specified parcel). As you move through the form, use the browser's back function to return to a previous section to revise your information.
- To print or review the example forms, [click here](#).

Questions regarding this form can be directed to: Phone: 916-322-8422 or Email: [rr\\_tribs\\_emergency\\_reg@waterboards.ca.gov](mailto:rr_tribs_emergency_reg@waterboards.ca.gov)

If you have previously started this form you can **continue** by entering your Identification Code and Password, and clicking "Submit."

If you are adding another water source for this Identification Code, please check here: ☐

You will need to note the time stamp added to the Identification Code, to access the additional record for the additional water source. Your Password will remain the same.

**Note: Start by entering your Identification Code, and entering your Password - 3 capital letters followed by 3 numbers (e.g., ABC123).**

The Identification Code is your 12-digit parcel number including dashes (e.g., 123-456-789-000) or your 7-digit water supplier number (e.g., 4901234) as shown on the letter you received by mail.

The password will be the six-digit code shown on the letter you received by mail.

Items marked with an asterisk\* are required.

Enter Your **Identification Code\*** here:

. Password\*:

Submit

If you don't know your Identification Code or Password, please contact:

Email: [rr\\_tribs\\_emergency\\_reg@waterboards.ca.gov](mailto:rr_tribs_emergency_reg@waterboards.ca.gov)

Phone: 916-322-8422

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Identification Code:	<input type="text"/>
Primary Owner:*	<input type="text"/>
<p>The mailing address shown below was obtained from parcel records from the Sonoma County Recorder. You may update the address in the Division of Water Rights records by entering the new information below. <a href="#">Check here if you are updating your address information.</a> <input type="checkbox"/> To update your county property records, please contact the Sonoma County Recorder's office at <a href="http://www.sonoma-county.org/recorder/contactus.asp">http://www.sonoma-county.org/recorder/contactus.asp</a>.</p>	
Mailing Address:	<input type="text"/>
City:	<input type="text"/> , State: <input type="text"/>   Zip: <input type="text"/>
Telephone* including area code:	<input type="text"/>
Email:	<input type="text"/>
Person filing this form, <b>only if other than the Primary Owner above:</b>	
Name:	<input type="text"/>
Mailing Address:	<input type="text"/>
City:	<input type="text"/> , State: <input type="text"/>
Zip:	<input type="text"/>
Telephone:	<input type="text"/>
Email:	<input type="text"/>
<input type="button" value="Save and Continue"/>	

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Select "Contract Water" here

Contract Water

The remaining questions will be only those relevant for the water source you select. Note: Groundwater and subsurface water diversions refer to groundwater wells. If you are diverting from a groundwater well that is associated with a Water Right recorded with the State Water Resource Control Board's Division of Water Rights, enter this information as a "Surface Water Diversion".

Water  
Source:

Landowners who have more than one parcel supplied by the same source should select the appropriate source (i.e., Surface Water Diversion or Subsurface Water Diversion (Groundwater Well)) for the parcel with the source and report all water use under that parcel's information. The parcels which do not have their own water source should be reported as "Served by Water Supplier" and then select "Other Water Supplier" from the Water Supplier Details drop down menu and provide the requested information for the water source (i.e., name of owner, parcel number, etc.).

The "Contract Water" option applies to all water suppliers and some bulk water purchases. Most landowners who are supplied water by other private parties should select "Served by Water Supplier" and then select "Other Water Supplier" from the Water Supplier Details drop down menu.

The "No Water Available at Parcel" option should be selected only if no surface water diversion or groundwater diversion, municipal water or other potable or non-potable source of water is currently available at the parcel.

Save and Continue

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### EXAMPLE: CONTRACT WATER SUPPLY

#### Water Supply Contract

This section only applies to water suppliers and individuals that are provided water under a contract. List the contract supplier, contract number, and volumes in the contract for 2014 and 2015:

Who do you have a water supply contract with? Sonoma County Water Agency ☐ | Self ☐ Other ☐

If you selected "Other", please provide the name of the water supplier, if you selected "Self", please list the parcel numbers and or Water Right Application ID's which supply your distribution system (All place of use information should be submitted with the parcel where the water source originates):

Contract No. (if you have multiple contracts, please follow the directions to "report additional sources" shown below)

Amount (acre-feet) authorized to divert under this contract annually:

Amount (acre-feet) diverted in 2014?

Amount (acre-feet) projected to be diverted in 2015?

☐ The source of water shown above is the sole source of water for this parcel. If this box is checked, once you submit the Response form, your obligations under the Information Order are complete.

#### CERTIFY AND SUBMIT

I declare that the information in this form is true to the best of my knowledge and belief. After you submit this information, you will have an opportunity to print a copy of your responses for your record. You will also have an opportunity to add a water source following the steps described below.

[Submit Information and Go to Confirmation Page](#)

To report additional water sources (i.e., another water surface or groundwater diversion) for this parcel, follow these steps:

- Step 1: Submit this response form by clicking the "Submit Information and Go to Confirmation Page" button above.
- Step 2: Click on the "Start Page" link near the top of the Confirmation Page.
- Step 3: Log in again using the same Identification Code and Password provided in your Informational Order letter.
- Step 4: Check the box "If you are adding another water source for this Identification Code, please check here". This will create a modified Identification Code for the additional water source. Make a note of this new Identification Code. It will be your original Identification Code plus a different eight-digit number for each additional water source.